

EXHIBIT F

IN THE UNITED STATES DISTRICT COURT
FOR THE MIDDLE DISTRICT OF PENNSYLVANIA

DAMON CHAPPELLE, :
Plaintiff :

vs. :

COPY

DAVID VARANO, SUPERINTENDENT, :
SCI-COAL TOWNSHIP; MICHELLE : NO. 11-0304
KODACK, RECORDS SUPERVISOR, :
SCI-COAL TOWNSHIP; DEBORAH :
HERBST, RECORDS SPECIALIST, :
SCI-COAL TOWNSHIP; MR. DUNN, :
UNIT MANAGER, SCI-COAL :
TOWNSHIP; MS. FOULDS, :
COUNSELOR, SCI-COAL TOWNSHIP, :
Defendants :

Deposition of: JOHN DUNN

Taken by : Plaintiff

Before : Faith A. Culp
Reporter-Notary Public

Beginning : June 21, 2012; 9:23 a.m.

Place : SCI-Coal Township
1 Kelley Drive
Shamokin, Pennsylvania

COUNSEL PRESENT:

JENNIFER J. TOBIN, ESQUIRE
718 Arch Street, Suite 304 South
Philadelphia, Pennsylvania 19106
For - Plaintiff

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Litigation Section**

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8 For - Defendants
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1 STIPULATION

2 It is hereby stipulated by and between
3 counsel for the respective parties that sealing,
4 certification and filing are hereby waived; and that
5 all objections except as to the form of the question
6 are reserved to the time of trial.

7
8 * * *

9
10 JOHN DUNN, called as a witness, having been
11 duly sworn or affirmed, testified as follows:

12 DIRECT EXAMINATION

13 BY MS. TOBIN:

14 Q Good morning, Mr. Dunn. As you know from
15 meeting me earlier my name's Jennifer Tobin, and I'm
16 the lawyer representing the Plaintiff in this case,
17 Damon Chappelle. If you could just to start off with
18 state and spell your full name for the record.

19 A John Paul Dunn, D-u-n-n.

20 Q Okay. And have you had a deposition before?

21 A Yes.

22 Q And when was that?

23 MR. KEATING: Approximately.

24 THE WITNESS: Approximately 1997.

25 BY MS. TOBIN:

1 Q And was --

2 A Six maybe. Six, seven.

3 Q Was that a civil case? Was it --

4 MR. KEATING: Yes.

5 THE WITNESS: Yeah.

6 BY MS. TOBIN:

7 Q Okay.

8 A It was here.

9 Q Okay. Was it in connection with your job in
10 the DOC?

11 A Yes.

12 Q Do you remember the case name?

13 A Reginald Whitman was the plaintiff.

14 Q And were you one of the defendants in the
15 case?

16 A Yes.

17 Q Okay. What was that case about?

18 A Oh, boy. It's been a while.

19 MR. KEATING: The Camp Hill riots?

20 THE WITNESS: No. Actually, the one we had
21 here in '95. August of '95 we had an incident here, a
22 small scale riot I guess or large scale, however you
23 want to say.

24 And we were locked down for a period of time
25 and this particular inmate was making verbal threats

1 towards staff members so we had to -- well, I had to
2 write a misconduct on him. They ended up taking him
3 to the RHU.

4 And then sometime later he had accused myself
5 and several other I guess staff members of I believe
6 physically and verbally -- physically assaulting him I
7 guess. So I had a deposition on that particular case
8 which was later dismissed.

9 BY MS. TOBIN:

10 Q The case was dismissed?

11 A Yeah.

12 Q So all claims against you were dismissed?

13 A Correct.

14 Q Any other cases that you had depositions for?

15 A Not that I can remember, no. I believe that
16 was it.

17 Q Any other cases that you haven't had
18 depositions for but that have been filed against you?

19 A Yeah. Gerald Funk was the inmate.

20 Q Do you know when that was?

21 A That's a recent one. Is that still ongoing?
22 I don't know the particulars of that. It had to do
23 with a cell move with smoking, nonsmoking. Medical
24 was involved. I honestly don't know.

25 Q Were you a defendant or just a witness in

1 that case?

2 A No. I'm a defendant in that case, also.

3 MR. KEATING: The one thing you have to do is
4 you really because we have a stenographer is you have
5 to wait for her to actually finish answering her
6 question before you -- asking the question before you
7 answer.

8 THE WITNESS: I'm sorry. My fault.

9 BY MS. TOBIN:

10 Q Actually, I should get into that now.
11 Normally I'll give you just a brief rundown. Even
12 though you've had a deposition before, I'll just give
13 you kind of the ground rules.

14 As Mr. Keating stated it's important to wait
15 until I'm done with my question before you start
16 answering because the court reporter's taking down
17 everything I say and then everything you say. It's
18 kind of like a tennis match. So I have to hit the
19 ball to you before you hit it back. I'll try to do
20 the same thing. So I'll try not to cut you off when
21 you're answering the question.

22 Depositions tend to spin into a
23 conversational like setting but it's not really a
24 conversation it's more a question and answer session.

25 The other really important thing about

1 depositions a ground rule is that if you don't
2 understand one of my questions, if there's a word or
3 phrase you don't understand or you just don't
4 understand it, tell me so that I can rephrase it and
5 hopefully make it understandable so that you can
6 answer it.

7 There's no score card at the end where I say
8 okay, he answered this many and give you a grade.
9 It's really the purpose is to get information. So if
10 you answer a question that I ask you, I'm going to
11 presume that you understood it and I'm going to count
12 on you to tell me if you don't understand it. Does
13 that make sense?

14 A Yep.

15 Q The other cardinal rule of depositions is
16 because the court reporter, Ms. Culp, can't take down
17 a nod of the head or a shake of the head or a shrug,
18 we're going to ask for vocal answers. So I'll just
19 ask that instead of just indicating your answer with a
20 movement, that you give me a word.

21 A Okay.

22 Q You're doing great so far. And those are the
23 basic ground rules. If you do need to take a break at
24 any point, just let me know. We can give you a break.
25 I don't anticipate this will last too long.

1 A Okay.

2 Q I do ask that if there's a question pending
3 and you have to take a break, that you answer the
4 question first and then take the break. Any questions
5 so far?

6 A No.

7 Q Okay. So I want to just start out with what
8 your current job is. What is your current position at
9 Coal Township?

10 A Unit manager.

11 Q And how long have you had that job?

12 A Six years.

13 Q And have all of those six years been here at
14 Coal Township?

15 A Yes.

16 Q Did you have a job with the DOC prior to that
17 here at Coal Township?

18 A Yes.

19 Q And what was that?

20 A Corrections counselor.

21 Q And for how long did you have that job?

22 A Twelve years.

23 Q And were all of those years here at Coal
24 Township?

25 A Yes.

1 Q Prior to that, did you have any DOC
2 employment?

3 A No.

4 Q What was your employment prior to that?

5 A The whole history or just --

6 Q Going back to high school if you could.

7 A Three years at Northumberland County Children
8 and Youth Services.

9 Q What was your job there?

10 A Caseworker.

11 Q And what were your primary duties?

12 A Basically handle -- take care of cases of
13 children that were involved in foster care.

14 Q And you did that for three years?

15 A Yes. And then six months at Loysville Youth
16 Development Center.

17 Q And what was your position there?

18 A Youth development counselor.

19 Q What is youth development? What did you do
20 there?

21 A Basically similar to a corrections counselor
22 here only the clientele are juveniles instead of
23 adults.

24 Q Was it a lock-in facility?

25 A Yes.

1 Q And how old were the people, the children?

2 A They ranged from 12 to 18 and on occasions 19
3 to 21 depending on their crime.

4 Q And what were your primary duties there?

5 A Basically to supervise the juveniles and
6 prepare their documents for court.

7 Q So were they awaiting trial?

8 A No. They were all adjudicated. Basically
9 our responsibilities were basically to report on their
10 behavior at the facility.

11 Q Did you do counseling in the sense that that
12 term is generally known? What was the counseling
13 component?

14 A Yeah. Well, we had one-on-one sessions with
15 them. We had a caseload. Each counselor had a
16 caseload and we were required to do one-on-one
17 sessions.

18 Q And you said it was Louisville?

19 A Loysville.

20 Q How do you spell that?

21 A It's L-o-y-s --

22 MR. KEATING: L-o-y-s-v-i-l-l-e, Loysville.
23 It's in Perry County.

24 BY MS. TOBIN:

25 Q And can you tell me where that is?

1 A Perry County.

2 Q Okay. And you were just there for six
3 months?

4 A Correct.

5 Q And prior to that, what was your employment?

6 A The Northumberland County Children and Youth
7 Services.

8 Q Okay. So the Loysville happened after
9 Northumberland County?

10 A Correct. Yeah.

11 Q And then you came to Coal Township as a
12 corrections counselor and then you became a unit
13 manager?

14 A Yes.

15 Q Did you have employment prior to
16 Northumberland County?

17 A Odds and end jobs. I don't really -- worked
18 at a tree farm, Sunoco Station. I pretty much got the
19 caseworker job right out of college.

20 Q Okay. Where did you go to college?

21 A Three years at East Stroudsburg University
22 and two years I finished up at Bloomsburg University.

23 Q And what was -- did you get a degree?

24 A Yes. A bachelor's degree in psychology.

25 Q And do you have any further education apart

1 from that?

2 A No.

3 Q And I presume you got -- you went to college
4 after graduating high school?

5 A Yes.

6 Q Okay. Can you tell me what your primary
7 duties were as a corrections counselor for the 12
8 years that you had that job?

9 A Well, we had a caseload of approximately 120
10 to 125 inmates and basically responsible for the
11 maintenance of their case which would be their DC-14
12 file which included their criminal history, their
13 institutional adjustment, family background if
14 available.

15 And then we would prepare -- basically if
16 they would come up for parole or prerelease on their
17 min date or after, we would prepare a vote sheet that
18 would be circulated with pretty much a summary of the
19 information that's contained in the 14 file and the 15
20 file from records at that time. Now a lot of the
21 stuff's computerized.

22 But anyhow, that would be circulated and the
23 superintendent would -- that would be passed along to
24 the deputies, and the superintendent would make the
25 decision on whether or not we were going to recommend

1 or not recommend the inmate for that particular
2 whatever we were staffing him for. So that was one
3 thing.

4 And then we did an annual review on his
5 adjustment as far as programs and behavior. Daily
6 questions that they may have, you know, regarding
7 things that happened on the housing unit or within
8 maybe other areas of the jail.

9 Q How would you handle -- how would you handle
10 the questions? Would you call them in for a
11 counseling session?

12 A It varied. We have a request slip system
13 here where if they want to speak to you and you're not
14 available on the unit, they put a request slip in the
15 box and there's a box that they put these request
16 slips in to speak with you.

17 So we get those every morning and we go
18 through them. And if we have to set up an
19 appointment, we'll set up an appointment or if it can
20 just be answered by writing back on the -- there's a
21 spot on the request slip you can just answer if it's
22 something like that, something minor.

23 Q Are the request slips do you then keep a copy
24 of the request slip with the response?

25 A Not normally. If it's something that is

1 maybe very important or something that we'll need to
2 refer to at a later date, we may. But it's not
3 something that we normally do.

4 When I first started, going back almost 18
5 years, we probably kept more of the request slips than
6 we do now only because we weren't computerized and
7 stuff. So a lot of things now we can just make a note
8 on the computer and there's a section that you can
9 just make a notation.

10 Q And you mentioned that you prepare the vote
11 sheet for parole and prerelease, and that you include
12 some documents from the DC-14?

13 A Yeah.

14 Q I may have misinterpreted. Do you include
15 those along with the vote sheet or do you use the vote
16 sheet to -- use those documents?

17 A We put the vote sheet on top. There's a
18 section in the file that you pull out and you put the
19 vote sheet on it.

20 MR. KEATING: You're going to have to wait
21 for her to finish her question before you answer. She
22 wasn't quite done.

23 THE WITNESS: My fault.

24 MR. KEATING: That's okay.

25 BY MS. TOBIN:

1 Q So those documents are attached to the vote
2 sheet and then that vote sheet with the documents are
3 circulated?

4 A Correct.

5 Q You mentioned the DC-14. Is that physically
6 kept in a separate file folder than the DC-15?

7 A Yes.

8 Q And who keeps that? Is that the counselor?

9 MR. KEATING: The 14 or the 15?

10 BY MS. TOBIN:

11 Q The DC-14.

12 A The DC-14 is on the housing unit, right.

13 Q Who has access to that?

14 A The corrections counselor, the unit manager,
15 and the clerk.

16 Q Does each housing unit have one of those
17 three types of people?

18 A Yes.

19 Q And as a corrections counselor you are
20 responsible for maintaining that file, the DC-14?

21 A Maintaining as far as?

22 Q Putting documents in it, making sure that the
23 documents that needed to be in it were there?

24 A Well, not necessarily. We have -- I mean the
25 clerk is responsible for the filing part of it.

1 Q And then when an inmate leaves the
2 institution, what happens to his DC-14?

3 A We archive that, correct?

4 MR. KEATING: Well, wait a minute. First of
5 all --

6 THE WITNESS: Don't look at her.

7 MR. KEATING: Don't ask other people for
8 answers to the questions.

9 THE WITNESS: I'm just looking. I got you.

10 MR. KEATING: Second of all, if you don't
11 know, that's the proper answer if you don't know.

12 THE WITNESS: Okay. Got you.

13 MR. KEATING: Try not to guess but you can
14 say I believe this or I believe that.

15 BY MS. TOBIN:

16 Q Yeah. As I mentioned earlier, if I ask you a
17 question you don't understand, tell me that. And
18 actually, Mr. Keating's right. If you don't know the
19 answer to a question, you can say that. If you are
20 able to -- if you are guessing, it's good to tell me
21 that.

22 A Yeah. I'm guessing. But I believe we
23 archive that for a certain amount of years, but I'm
24 not sure what the time frame is on it.

25 Q Okay. Who would know the definitive answer

1 to the question where the DC-14 goes after the inmate
2 leaves?

3 A I'm not sure.

4 Q The inmate's criminal history information you
5 mentioned is included in the DC-14?

6 A At times. Sometimes. It's not always
7 available but sometimes it is.

8 Q What kind of information would be included in
9 the criminal history information?

10 A Number of arrests, the dates, what the
11 disposition was on those.

12 Q Would the sentences, the length of the
13 sentences be in there?

14 A At times, yes.

15 Q If you needed as a corrections counselor or
16 actually as a unit manager if you needed to find out
17 what someone's sentences were, active sentences or
18 even past sentences, how would you do that?

19 A If it's not in the 14, then we would check
20 the 15 which usually has a little bit -- a little more
21 information in it. If it's not in there, then
22 honestly we rarely do attempt to find that out because
23 you'd have to call probably the counties and stuff of
24 where the arrest occurred which would be very
25 time-consuming and we really don't have the time to do

1 that.

2 Q Could you contact someone in the records
3 office at the institution?

4 A You could try. But there's no guarantee that
5 they're going to have the information either.

6 Q Did you have access as a corrections
7 counselor to the DC-15?

8 A Yes.

9 Q And where was that physically kept?

10 A The records office.

11 Q Were you given training as a corrections
12 counselor on what the different sections and
13 components of the DC-15 are?

14 A Yes.

15 Q And as a unit manager were you given that
16 same training?

17 A I didn't need it because I was a counselor.

18 Q Does anyone ever get the unit manager job
19 without becoming a counselor first?

20 A Yes.

21 Q Would they have gotten the training, too?

22 A I don't know.

23 Q Okay. When did you get that training on the
24 DC-15?

25 A When I first started employment.

1 (Whereupon, a document was produced and
2 marked as Dunn Exhibit No. 1 for identification.)

3 BY MS. TOBIN:

4 Q I'm going to show you what's been marked as
5 Dunn 1. Can you tell me what -- if you could take a
6 look at that and let me know if you recognize that
7 document.

8 A It looks like the unit manager job
9 description.

10 Q Is that your job description?

11 A Yes.

12 Q It is. I notice that -- well, you've had a
13 chance to read it. At the top right there's a box
14 that says last change effective 7/18/2011. And you've
15 been -- you've been a unit manager since approximately
16 2006; is that right?

17 A Correct.

18 Q Have there been any changes -- are there any
19 changes on this document that are different than your
20 job description in 2009?

21 A I can't recall.

22 Q Do you get an updated copy of the job
23 description when it changes?

24 A Yes.

25 Q And would the 2009 job description be in your

1 personnel file or would you have a copy?

2 A I don't have a copy. It could be.

3 MS. TOBIN: I'm just going to ask counsel to
4 check to see if there's a 2009 version of the unit
5 manager job description so we can make sure that this
6 document is accurate and accurately reflects what his
7 duties were in 2009.

8 MR. KEATING: I acknowledge your request.

9 MS. TOBIN: Okay. Thank you.

10 BY MS. TOBIN:

11 Q So I'm just going to ask you some questions
12 about this. So I'll ask you since we don't know that
13 this is identical, I'm just going to ask you about
14 certain items for it.

15 The first paragraph under definition says
16 that this is professional work in planning,
17 coordinating, and directing the security and treatment
18 programs within a designated housing unit.

19 What is a treatment program? If you can
20 describe what that is.

21 A Well, we have numerous treatment programs.
22 We have treatment programs for drug and alcohol, we
23 have treatment programs for sex offenders, we have for
24 anger control issues, domestic violence issues.

25 Q And how -- you have to plan, direct, and

1 coordinate those. How do you do that?

2 A We have treatment specialists now that handle
3 all the groups pretty much. Well, with the exception
4 of drug and alcohol and sex offenders. But they
5 handle the other ones.

6 We basically just make sure that the inmates
7 are aware of the fact that they're going to be
8 recommended for these programs if it's something that
9 they need to take and we give them direction on who
10 they need to write to to get into the program.

11 Q And who makes the decision whether the inmate
12 is recommended for a program?

13 A There's a formula that's done and now I
14 believe they're done at the centralized services.

15 Q Is that the diagnostic?

16 A Diagnostic, yeah. So the inmates coming in
17 already have designated programs that they're going to
18 need to take.

19 Q So you can look on a computer and find the
20 list of programs that are assigned for somebody in
21 your caseload?

22 A Yes.

23 Q And then you make sure that that inmate knows
24 that he has to take those and you give him direction
25 on how?

1 A Well, it's not necessarily the unit manager's
2 responsibility. The correction counselor's
3 responsible to meet with them so many days after they
4 arrive at the institution and they'll go over the plan
5 with them.

6 Q Do you keep track -- does the unit manager
7 keep track of what programs have been completed and
8 what's still on the list?

9 A No.

10 Q Does the corrections counselor keep track of
11 that?

12 A Yes.

13 Q And then is there a schedule that needs to be
14 followed so that the inmate gets all of his
15 programming in before he's released?

16 A No. Not technically, no. I mean we make our
17 best effort to try to accomplish that but being the
18 number of inmates that are involved, you can only have
19 so many inmates in a class at one time.

20 Q Who does the more hands-on -- it would be a
21 counselor who does the more hands-on scheduling for
22 the inmate to take a class?

23 A Treatment specialist or -- well, the
24 individual that's in charge of running that particular
25 program whether it be a drug and alcohol specialist,

1 treatment specialist, psychologist. They handle the
2 sex offender programs. There's several people
3 involved.

4 Q So they're the ones who actually give the
5 programming?

6 A Correct. And they schedule it, too. They
7 also schedule it.

8 Q Is there a way that you can look to see what
9 programs an inmate has already done?

10 A Yes.

11 Q And how do you do that?

12 A We look on the correctional plan.

13 Q And where is that?

14 A We find that on the computer and normally
15 there's a hard copy in the DC-14 file.

16 Q Does that show when the program was
17 completed?

18 A Yes.

19 Q And as a unit manager would you track or
20 follow-up on when the inmates had completed the
21 programs?

22 A No.

23 Q Would the correctional counselor do that?

24 A Not necessarily, no. It'll automatically
25 show up that -- the person running the group is

1 responsible for putting the completion date into the
2 system and then that'll automatically be updated on
3 their correctional plan.

4 So at the annual review when the correctional
5 plan is reviewed with them, if they completed any
6 programs within that year time, it'll show up on --
7 automatically show up on the correctional plan.

8 Q Does the correctional counselor meet with the
9 inmate when he first arrives to talk about the
10 programs that are on his list?

11 A Yes.

12 Q And then what about for when the inmate comes
13 back after violating parole, does the correctional
14 counselor meet with him at that point to talk about
15 programs as well?

16 A Yes.

17 Q So that's an automatic review time? Is it
18 considered a review?

19 A Not really, no. It's just it's more of an
20 orientation type of thing. Less time is spent on the
21 parole violators because they were here before so
22 there's not -- they already know what to do.

23 Q But there's a meeting?

24 A There's a meeting, yes.

25 Q And then does the unit manager attend -- do

1 you attend those meetings with either the newly
2 committed people or with the parole violators or with
3 both?

4 A No.

5 Q Just the corrections counselor?

6 A Yes.

7 Q Does the --

8 A The unit manager can but it's not necessary.

9 Q Was it your practice to attend them or not?

10 A Occasionally. It wasn't -- if I was
11 available, I would.

12 Q Does the correctional counselor report to
13 you?

14 A Yes.

15 Q All right. And you are their supervisor?

16 A Correct.

17 Q Another item on your -- on this job
18 description is about two-thirds of the way down.
19 Coordinates the provision of all centralized services
20 with appropriate departmental personnel. What does
21 that mean?

22 A I'm not sure how to answer that.

23 Q What does centralized services mean to you?

24 A That's pretty much everything that's
25 available to the inmate within the institution.

1 Q So not just within the unit?

2 A Correct.

3 Q Can you describe how you carry out this duty?

4 A No.

5 Q Let me ask you this. Do you assist the
6 inmate in gaining access to services that are
7 available outside the unit?

8 A If they need assistance. Our role as the
9 unit manager in that aspect would probably fall into
10 play if they didn't understand what the correctional
11 counselor was telling them at the initial meeting
12 because that's gonna occur at that initial meeting.

13 So if they would like more guidance, then
14 they would come to the unit manager and we would
15 probably most likely reiterate what the correctional
16 counselor already told them as far as the centralized
17 services and what's available.

18 Q Did you have the option of making contact
19 with other staff at the institution if you needed help
20 answering a question? If you also don't understand
21 what the correctional counselor said and you're trying
22 to resolve an issue for the inmate, can you contact
23 other staff?

24 A We can. I don't recall that ever happening.

25 Q The next line, chairs unit meetings to

1 discuss and vote on an individual inmate's program
2 placement, release decisions, and custody level
3 changes.

4 Who attends those meetings, those unit
5 meetings?

6 A Normally it's the unit manager, both
7 correction counselors. There's normally there's two
8 on each unit so both correction counselors and if
9 available, the corrections officer or sergeant on the
10 unit.

11 Q And discuss and vote on an individual
12 inmate's program placement. What does that mean?

13 A Well, we don't have a lot of that here so we
14 have --

15 MR. KEATING: The question is do you know --
16 what does that mean?

17 THE WITNESS: Yeah. That means like, for
18 example, if he needed -- if we were voting on say to
19 put the inmate on the special needs unit, we would
20 have a vote on that. We would do a vote sheet, have a
21 meeting, and decide whether or not that's appropriate.
22 We don't make the final decision but we would discuss
23 it.

24 BY MS. TOBIN:

25 Q So that's different than the treatment

1 programs, this program placement?

2 A Yeah.

3 Q Not the treatment?

4 A That's correct.

5 Q In terms of discussing and voting on release
6 decisions, can you describe your role?

7 A Our role is basically just to, like I said,
8 prepare the vote sheet, maybe organize the material
9 that's going to be included with the packet, and then
10 we make -- we'll interview the inmate and ask him
11 basically what his plans are and maybe what he has
12 done since he's been here and what he has done before
13 he got here.

14 Q So that's release on parole?

15 A Parole, prerelease.

16 Q And how do you know that someone needs this
17 discussion and vote? How do you know that --

18 A It's standard. It's done for everyone.

19 Q How do you know at what point they need it?

20 A Okay. Well, for prerelease we have special
21 guidelines and it's up to the inmate to request it.
22 If they meet the criteria, then we will go ahead with
23 a discussion on it.

24 Q What about for parole release?

25 A For parole we get a list of individuals from

1 the parole office that are scheduled to be seen. And
2 we go strictly on that. We don't have access to -- we
3 won't do a parole staffing on an inmate unless we're
4 told to by the parole office.

5 Q So you're notified by the parole office. Is
6 that the institutional parole office or the main
7 parole board?

8 A Institutional parole office.

9 Q And how often do you get those lists?

10 A Once a month.

11 Q And how far in advance of the person's
12 possible parole release do you get the list?

13 A For guys coming up -- for guys that are being
14 seen on their min, minimum date, I believe and this is
15 a guess but I believe it's six months. It's varied.
16 It's changed over the course of the last few years.

17 And then for parole reviews for individuals
18 that are past their min date, I believe it's three. I
19 think it just changed from two to three months I
20 believe.

21 Q Is this what you meant when you answered the
22 interrogatory that you do parole staffing?

23 A Yes.

24 Q Is that what a staffing is?

25 A Correct.

1 Q So is a staffing you mentioned that the
2 correctional counselor pulls together the vote sheet
3 and attaches documents to the vote sheet for
4 circulation?

5 A Yes.

6 Q What does the unit manager do? What are your
7 roles for parole?

8 A The unit manager chairs the particular
9 staffing on the unit.

10 Q And who is on that meeting? When you say
11 staffing, does that mean a meeting?

12 A Yes.

13 Q And who comes to that meeting?

14 A It would be the unit manager, the correction
15 counselors on that housing unit which normally is two
16 at our facility; if available, an officer on the unit
17 or the sergeant and, of course, the inmate.

18 Q So when you get the list from the parole
19 office of all the people coming up for parole
20 review^-- or excuse me, possible parole release in six
21 months, you have access to their minimum date. Is
22 that listed on the documents when their minimum date
23 is?

24 A The documents from parole?

25 Q Yes.

1 A No.

2 Q What information do you get from parole?

3 A What we get from parole is that they are
4 listed for review on this particular -- in this
5 particular month. And then that's what we go by.
6 They don't circulate a minimum date or maximum date
7 with that document.

8 Q So the DC-14 is what has that in it, has the
9 minimum and maximum?

10 A Well, it's called a DC-16E that has that
11 sentence structure on it. That's normally found in^--
12 there's usually a copy in the 14. But you can pull
13 that off the computer now. Most of the stuff is
14 computerized.

15 Q Do you need to know that information to do a
16 parole staffing?

17 A Yes.

18 Q And so you look on the computer and find out
19 or look in the file to find out the minimum and
20 maximum dates?

21 A Correct.

22 Q Why did you choose to become a unit manager
23 rather than a correctional counselor?

24 A More money.

25 Q Are your job functions significantly

1 different?

2 A I wouldn't say significantly different.
3 There's more responsibility as far as supervising and
4 having an overall responsibility of what occurs on the
5 unit.

6 Q Do you have -- can you describe what your
7 daily contact is with inmates on the unit as a unit
8 manager?

9 A I have contact pretty much all day with the
10 inmate population.

11 Q Do you have an office where they come to
12 visit you?

13 A No. I mean I have an office that I can use
14 on the housing unit but it's not normally used for
15 inmates to come and visit.

16 Q So --

17 A I'll use it if I need to take an inmate in
18 private and talk to them.

19 Q And so the contact that you have with inmates
20 where does that occur?

21 A Just standing on the unit when they're
22 walking around.

23 Q And so your unit has -- have you always had a
24 general population unit that you've been the manager
25 of?

1 A I had -- yeah. Yes.

2 Q So no RHU?

3 A No.

4 Q If an inmate comes to you and has a question
5 about sentencing issues, sentencing credit, backtime,
6 what do you do?

7 A Refer them to the records office.

8 Q And can an inmate -- do you give him like a
9 hall pass to go to the records office?

10 A No. He has to write a request slip.

11 Q And then where does that request slip go?

12 A It goes to the records office.

13 Q Do you deliver it to the records office?

14 A No. We have a mail system.

15 Q So internal mail?

16 A Yes.

17 Q Do you do the same thing if the inmate has a
18 parole issue, how do you handle questions about
19 parole?

20 A As far as what?

21 Q If an inmate comes to you and says hey, I
22 have this issue about my parole, can you help me, what
23 is your response as unit manager?

24 A I'll listen to the issue and if it's
25 something that I can't answer, I'll direct them to the

1 parole office.

2 Q And same question. Do they have to do a
3 request slip?

4 A Yes.

5 MR. KEATING: You have to let her finish the
6 question.

7 THE WITNESS: My fault.

8 MR. KEATING: Now, you mean request slips to
9 the parole office not a request slip to him?

10 MS. TOBIN: Exactly.

11 THE WITNESS: Yes.

12 MR. KEATING: Okay.

13 THE WITNESS: Sorry.

14 MR. KEATING: That's all right.

15 BY MS. TOBIN:

16 Q So my understanding is correct they don't
17 have a hall pass to go to the parole office?

18 A Only if parole needs to see them.

19 Q Where's the parole office, the institutional
20 parole office located in the institution?

21 A Program services building.

22 Q And where is that in relation to where the
23 housing units are?

24 A The jail's divided pretty much into two
25 halves, and the program services building is in the

1 middle.

2 Q So it's not -- there's no parole --
3 institutional parole office that's on a housing unit?

4 A No.

5 Q There's no parole people on the housing unit?

6 A No.

7 Q Have you had inmates approach you with
8 questions about their parole issues?

9 A Yes.

10 Q And you mentioned earlier that if you can't
11 answer the question, you'll direct them to the
12 institutional parole office?

13 A Correct.

14 Q What types of questions can you answer about
15 parole issues?

16 A I can answer questions on the procedure as
17 far as, you know, our staffing and what happens after
18 we're done with the staffing and when the packet comes
19 back, you know, where does it go.

20 Q What about questions about calculations of
21 backtime credit?

22 A I have no education and/or direction on that.

23 Q So if you got a question about that, you
24 would send them to the parole institution office via
25 request slip?

1 A Correct.

2 Q Do you ever -- have you ever picked up the
3 phone to call the institutional parole office to talk
4 about an inmate's question to try to help them?

5 A I have. I can't recall any particular cases.
6 But, yes, I have done that.

7 Q And have you done the same thing with regard
8 to a question that could be directed to the records
9 office about sentence computation?

10 A I may have. That would be rare because we're
11 not educated on the sentence structure part, the
12 backtime and all that particular stuff.

13 Q So if you get a question about that --

14 A We pretty much direct the inmate to either
15 parole or records.

16 Q If an inmate does come to you and asks one of
17 those questions, either about parole, backtime,
18 calculations, sentence computation, do you -- is there
19 a document that you fill out to just make a record
20 that you got that question and you took such and such
21 step?

22 A No.

23 Q How would you -- so you would just handle it
24 just on the spot?

25 A Yes.

1 Q Are there any DOC procedures, manuals or
2 policies that govern how you do your job as a unit
3 manager?

4 A I'm confused by that.

5 Q Are there DOC policies that you have to
6 consult? For example, if there's an aspect of your
7 job description that you need guidance on, is there a
8 policy that you --

9 A We have policies. We have policies, yes.

10 Q On the unit manager job?

11 A Not on the particular unit manager job. But
12 there are policies on things that we do with the
13 inmate population as far as how to handle them. But
14 not -- the only thing would be the unit manager job
15 description.

16 Q Is the one document that outlines what your
17 job is?

18 A Correct. Yes.

19 (Whereupon, a document was produced and
20 marked as Dunn Exhibit No. 2 for identification.)

21 BY MS. TOBIN:

22 Q Showing you what's been marked as Dunn 2. Do
23 you recognize that document?

24 A I recognize the format but this isn't a
25 document that I've ever seen as far as the particulars

1 of it.

2 Q So what is this type of --

3 A I'm not on here.

4 Q What is this type of document?

5 A This is a vote sheet.

6 Q Is this what you were referring to earlier?

7 A Yes.

8 Q And so this is what the correctional
9 counselor prepares and attaches DC-14 documents to?

10 A Correct.

11 Q And after this is completed and signed, is it
12 kept in the DC-14?

13 A Yes. A copy is kept in the DC-14.

14 Q Do you know if it's kept in the DC-15?

15 A The original would be sent to the DC-15.

16 Q So reviewing this document -- and I realize
17 your name is not on here. But reviewing this if you
18 could take a moment to take a look at it and let me
19 know when you're done.

20 A Okay.

21 Q This is for Mr. Chappelle whose name was
22 Kevin Jessup when he was incarcerated here at Coal
23 Township. Do you remember Mr. Chappelle?

24 A No, I don't.

25 MR. KEATING: Do you remember Mr. Jessup?

1 THE WITNESS: No, I don't.

2 BY MS. TOBIN:

3 Q So taking a look at this document, can you
4 summarize what the effect of this document is? What
5 happened after this was completed?

6 MR. KEATING: I'm going to object to that
7 question.

8 BY MS. TOBIN:

9 Q Do you understand the question?

10 MR. KEATING: He doesn't remember the guy.
11 His name is not --

12 BY MS. TOBIN:

13 Q Can you tell me what happened to Mr.
14 Chappelle? Do you know based on information on this
15 document what happened to Mr. Chappelle or Mr. Jessup
16 after this was signed off on?

17 A No.

18 Q Was he -- is it reasonable to say that he was
19 paroled to his federal detainer?

20 A No.

21 MR. KEATING: Wait a minute. Wait a minute.
22 You mean no, it's not reasonable to say that he was
23 released on his federal detainer or do you mean no,
24 you don't know what happened to him?

25 THE WITNESS: Both. No, I don't know what

1 happened to him. And no, it's not reasonable to say
2 that he was released to his federal detainer based on
3 this document.

4 BY MS. TOBIN:

5 Q Okay. Then following up on that last answer.
6 Why -- can you explain why it wouldn't be reasonable
7 to assume that he was paroled to his federal detainer
8 just based on your knowledge and experience?

9 A Because this document is just a
10 recommendation. The Department of Corrections doesn't
11 have the authority to release an inmate anywhere on
12 parole.

13 Q And so that's the parole board's decision,
14 correct?

15 MR. KEATING: What is the parole board's
16 decision?

17 BY MS. TOBIN:

18 Q Whether or not somebody's going to be
19 released on parole is ultimately the parole board's^--

20 A Excuse me. That's for me. Can I get that or
21 not?

22 Q We can go off the record if you need to.

23 MR. KEATING: We can take a break.

24 (Whereupon, a recess was taken from 10:12
25 a.m. until 10:14 a.m.)

1 AFTER RECESS

2 BY MS. TOBIN:

3 Q So back to Dunn 2. As a unit manager how
4 would you know if an inmate who was on your unit was
5 released on parole? How would you get that
6 information?

7 A We would normally get a notification from
8 parole and/or records saying that the gentleman was
9 going to be released on such and such a date.

10 Q And that would go in the DC-14, also?

11 A No. Not necessarily. It's just giving us^--
12 making us aware that he's going to be released.

13 MR. KEATING: I believe her question was not
14 whether he was going to be released, the question was
15 whether he was released. Is that a correct statement?

16 MS. TOBIN: Actually, I'd like to know both.

17 BY MS. TOBIN:

18 Q How would you know whether he was going to be
19 released?

20 MR. KEATING: Well, he answered that one.

21 BY MS. TOBIN:

22 Q If he was actually released?

23 MR. KEATING: He wouldn't be in his cell.

24 THE WITNESS: Right. Exactly. He wouldn't
25 be on the housing unit. He would leave the housing

1 unit. Honestly technically I really wouldn't know if
2 he was released. All I know is that he left the
3 housing unit and he's not --

4 BY MS. TOBIN:

5 Q You would just know that he wasn't in his
6 cell?

7 A Right. Correct.

8 Q Are you familiar with a report called a moves
9 report?

10 A No.

11 Q Have you ever dealt with a moves report?

12 A No.

13 Q Do you have any ability to know if one of
14 your inmates in your unit's institutional history,
15 what institutions he's been at, where he was
16 transferred to, when, when he came in, when he left?
17 Can you get that information?

18 A Yes. In some cases.

19 Q How would you get that?

20 A On the computer system. The DOCNet.

21 Q Did that system have a different name prior
22 to DOCNet?

23 A I don't know.

24 Q And you said in some cases. Which cases
25 would you be able to do that for?

1 A Cases that are current with when the system
2 came in to effect because prior to that. Inmates that
3 have been incarcerated prior to that system, I don't
4 normally have access to that.

5 Q And do you know when that system came into
6 effect?

7 A I do not. Off the top of my head I do not
8 know the answer to that.

9 Q And then apart from the computer system, you
10 had access to the DC-15 for the inmate?

11 A Correct.

12 Q In the records office?

13 A Yes.

14 Q What is the ICSA?

15 A I'm trying to think what it stands for.
16 Inmate summary -- oh, no. Institutional summary. I
17 can't -- I don't know.

18 MR. KEATING: Well, instead of saying what it
19 stands for, tell her what it is.

20 BY MS. TOBIN:

21 Q Let me just rephrase the question.

22 A I should know that.

23 Q In the interrogatories I asked you to
24 identify the people you conferred with or consulted in
25 connection with Mr. Chappelle's complaint that he was

1 being incarcerated illegally. And your response --

2 A I don't recall that question.

3 Q Let me just finish my question.

4 MR. KEATING: She did not have a question in
5 front of you. Okay.

6 BY MS. TOBIN:

7 Q I'll just ask you the question. Your
8 response -- or let me just read this and you can tell
9 me what it means. All staff can have something
10 entered into the ICSA at SCI-Coal Township.

11 A I said that?

12 Q It was in your interrogatory response.

13 A Okay. Yeah. All right.

14 Q So is the ICSA a computer system?

15 A Yes.

16 Q Is that a system similar to the DOCNet?

17 A DOCNet is where you go to -- DOCNet is a
18 Department of Corrections website and then on that
19 particular website you can access the ICSA which is
20 the inmate's individual record.

21 Q And do you have access to that as a unit
22 manager?

23 A Yes.

24 Q Is there anyone who works on the unit manager
25 team who doesn't have access to that ICSA? Would the

1 corrections counselor have that -- access to that
2 ICSA?

3 A Yes. Corrections counselor does. But there
4 are -- and I don't know what the particulars are but
5 not everyone has access to the complete record.

6 Q Did you have access to the DC-16 or the time
7 files for the inmate through DOCNet?

8 A Not familiar with the time files.

9 Q Did you have access to the DC-16 files, the
10 sentence status summary?

11 A The sentence status summary it's not a file.
12 It's just a document that states his sentence and
13 gives his current min and max date.

14 Q Is that accessible through the ICSA?

15 A Yes.

16 Q And did you have access to it?

17 A Yes.

18 Q And then is the ICSA or the system when you
19 said you can access the inmate's file or the inmate's
20 record I think you said, is that the same thing as
21 going to the records department and pulling the DC-15
22 paper file? Do you know if they are the same -- if
23 they have the same information in them?

24 A A lot of the information is the same, but I'm
25 not sure if all of the information is. I'm sure

1 there's stuff in the 15 that's not on the computer
2 system, but I don't know the particulars of what.

3 Q Okay. Are you familiar with the allegations
4 in this lawsuit?

5 A Yes.

6 Q And have you read the complaint that started
7 the lawsuit?

8 A Yes.

9 Q You testified earlier you don't remember Mr.
10 Chappelle or Mr. Jessup as he was then known. Do you
11 remember discussing any inmates -- if you don't
12 remember him by name, do you remember discussing with
13 anyone in records or any other DOC employee a question
14 of someone being held illegally or over detained past
15 their max back in '09?

16 A No.

17 Q Do you remember any of the -- have any
18 inmates ever come to you and complained that they were
19 being held past their max?

20 A I can't recall any.

21 Q Do you sometimes get phone calls from
22 inmates' families about the inmates?

23 A Yes.

24 Q Do you keep a record of those phone calls?

25 A No.

1 Q And what do you do when you get such a phone
2 call?

3 A If it's -- if they have a question that I can
4 answer, I'll answer it for them. If not, I'll try to
5 direct them in a place where they can possibly get an
6 answer.

7 Q And you don't make a note or a memo to the
8 file for that inmate after you do that?

9 A Not necessarily. It depends on the
10 importance of the phone call. There are occasions
11 when we do make a note.

12 (Whereupon, a document was produced and
13 marked as Dunn Exhibit No. 3 for identification.)
14 BY MS. TOBIN:

15 Q I'm going to show you what's been marked as
16 Dunn 3. If you could review that and let me know when
17 you're done.

18 MR. KEATING: And I would for the record
19 relative to Dunn 2 this is a vote sheet and they are
20 highly confidential records and I'm not sure how this
21 got released without the confidential attachment to
22 it. So any and all vote sheets will fall into the
23 confidentiality agreement.

24 MS. TOBIN: No problem.

25 MR. KEATING: Thank you. All right. Go

1 ahead.

2 THE WITNESS: I'm having trouble reading the
3 inmate's version on this vote sheet -- or this request
4 slip.

5 BY MS. TOBIN:

6 Q Okay. The copy's not that clear. Is this
7 type of document a request slip that you testified
8 earlier about?

9 MR. KEATING: If an inmate has a request, is
10 this the type of request slip he fills out?

11 THE WITNESS: Yes.

12 BY MS. TOBIN:

13 Q Okay. And in the top section of the
14 document, there's a spot for counselor's name and a
15 spot for unit manager's name.

16 A Yes.

17 Q And your name, Dunn, is in the unit manager's
18 name. Is that because Mr. Jessup was assigned to your
19 unit on the date the request slip was filed?

20 A I guess. I don't know because I don't
21 remember the inmate.

22 Q Why are the counselor's names and the unit
23 manager name why are those on this form?

24 A I don't know.

25 Q Do you get a copy of the request slips that

1 the inmates submit?

2 A Only if it's directed to me.

3 Q So only if the box labeled one is directed to
4 you, would you get that?

5 A Correct. Unless the individual that it's
6 directed to believes that I should receive a copy for
7 whatever reason, then I would possibly get a copy.

8 Q Do you know whether you received a copy of
9 this request slip?

10 A I'm going to say I did not receive a copy of
11 this request slip.

12 Q If you did -- if you do receive copies of
13 request slips, do you have any procedure that you use
14 for filing them or keeping them?

15 A No.

16 Q Where do they go?

17 A Well, I mean if it's something that's
18 important, then normally if it's directed to me, it's
19 because they need me to follow-up on it. So I'll
20 follow-up and then make a note.

21 We don't necessarily keep all the request
22 slips. But a copy will be -- normally if it's
23 something that they want put in the 14, it'll say 14
24 so it'll be put in the 14.

25 Q Do you have a practice that you follow when

1 an inmate -- you testified earlier that if somebody
2 has a sentence calculation question or problem, you'll
3 refer them to the records office. Is that what you do
4 in all cases?

5 A All what cases?

6 Q All cases where an inmate has a question
7 about sentence calculations or computations?

8 A Yes.

9 Q But there's no documentation to show? You
10 would just do that verbally?

11 A Yes.

12 Q And you don't remember Mr. Jessup asking you
13 for help with his claim that he was being detained
14 past --

15 A No.

16 Q -- his max date?

17 A No.

18 MR. KEATING: You have to let her finish the
19 question.

20 THE WITNESS: Sorry. No.

21 BY MS. TOBIN:

22 Q Did anyone from records ever contact you to
23 discuss Mr. -- do you have any way of knowing if
24 anyone from records ever contacted you to discuss Mr.
25 Jessup? Would there be a note in the file if that had

1 happened?

2 A It's possible. But I don't recall it. I
3 don't recall the inmate so I'm not going to be able to
4 recall that.

5 Q If the superintendent had contacted you to
6 discuss an inmate including to discuss Mr. Jessup,
7 would you have made a note of that in the file? Would
8 that be documented somewhere?

9 A Not necessarily, no. Not unless there was
10 something done on my part.

11 (Whereupon, a document was produced and
12 marked as Dunn Exhibit No. 4 for identification.)

13 BY MS. TOBIN:

14 Q Looks like I do not have extra copies of
15 this, so I will just let both of you look. I'm
16 showing you what's been marked as Dunn 4. If you
17 could take a moment to read that and let me know when
18 you're finished. Do you recognize or do you know what
19 that document is?

20 A A request slip.

21 Q And who is it directed to?

22 A Ms. Kodack.

23 Q And this request slip is dated May 18th of
24 '09. Is this one -- this is one from Mr. Jessup. Do
25 you agree?

1 MR. KEATING: Well --

2 BY MS. TOBIN:

3 Q Anyway, the document reflects --

4 A I didn't see Mr. Jessup write it.

5 Q Is this the type of -- do you recall
6 directing any inmate to write to records?

7 A I'm not listed on here as anything.

8 MR. KEATING: The question was do you
9 remember directing any inmate to --

10 MS. TOBIN: Write to records on May 18th of
11 '09?

12 MR. KEATING: May 18th.

13 THE WITNESS: No, I don't recall.

14 BY MS. TOBIN:

15 Q If you had directed Mr. Jessup to write to
16 records --

17 MR. KEATING: I'm going to object to that
18 question. Now you're asking him to speculate. He
19 said he doesn't recall telling him that. So now if
20 you had, you're speculating.

21 BY MS. TOBIN:

22 Q Is the result of your process of directing
23 someone, if you get a records question, this is pretty
24 much all that could happen after you direct them to
25 write to records; is that accurate?

1 MR. KEATING: I'm going to object to that
2 question because it's unclear.

3 BY MS. TOBIN:

4 Q Do you understand the question?

5 A No.

6 Q Let me try to rephrase it. If someone has a
7 records related question and you do your part and
8 refer them to records, based on your understanding, is
9 this inmate request to staff member form a likely next
10 step for the inmate?

11 A I don't know. It could vary. I can't answer
12 for Mr. Jessup on what his next step would be.

13 Q Fair enough. Do you recall Ms. Foulds or Ms.
14 Kodack coming to you to talk about over detention
15 issues for any inmate on your unit?

16 MR. KEATING: At any time at all?

17 BY MS. TOBIN:

18 Q In 2009.

19 A No.

20 Q During your time as a correctional counselor
21 at Coal Township, were you aware of any inmates who
22 complained about being kept past their max date?

23 A I can't recall.

24 Q And what about during your time as a unit
25 manager?

1 A Same thing. I can't recall that.

2 (Whereupon, a document was produced and
3 marked as Dunn Exhibit No. 5 for identification.)

4 BY MS. TOBIN:

5 Q I'm showing you what's been marked as Dunn 5.
6 If you could take a moment to read that and let me
7 know when you're finished.

8 MR. KEATING: Are you done?

9 THE WITNESS: Yeah.

10 BY MS. TOBIN:

11 Q What is this document?

12 A A reclassification summary.

13 Q And is this something that you would have as
14 a unit manager? Would you get this for an inmate as a
15 unit manager?

16 MR. KEATING: Is it in the 14? Are these
17 typically in the 14 or have you seen this before?

18 THE WITNESS: Yeah, I've seen this before.
19 They can be in the 14, in the 15 or both.

20 BY MS. TOBIN:

21 Q On the last page which is marked 974 at the
22 bottom.

23 A Yes.

24 Q There's a series of signatures, one of them
25 is a unit manager. Obviously not you. Robert Smith.

1 A Correct.

2 Q Do you know who Robert Smith is?

3 A Yes.

4 Q And were you a correctional counselor at the
5 time he was a unit manager?

6 A I can't recall. What's the date?

7 MR. KEATING: This is 2006. July of 2006.
8 Do you remember?

9 THE WITNESS: I don't remember.

10 BY MS. TOBIN:

11 Q Let me ask you this. As a unit manager when
12 you -- have you -- I know Robert Smith signed this
13 one. But have you received and signed off on other
14 inmate's reclassification summaries as a unit manager?

15 A I can't recall signing off on any of these as
16 a unit manager. This is an older document that we no
17 longer use.

18 Q Is this now on the computer?

19 A There's a computer -- there's a format of
20 this type of particular document on the computer, but
21 the format's different.

22 Q What's the purpose of this form?

23 A It appears to be pretty much a summary of the
24 inmate to include the superintendent's recommendation.

25 Q And this is the recommendation related to

1 whether the institution will support a parole
2 application?

3 A Well, says parole summary. Reparole summary
4 or other on it. I guess it could be used for that.

5 Q Is this something that would be involved in
6 the parole staffings?

7 A No. This is something that would be
8 completed after the parole staffing.

9 Q Would it be completed based on what was
10 discussed at the parole staffing and the documents
11 that were circulated?

12 A It'll be completed based on a combination of
13 those things and the superintendent's recommendation.

14 Q And you had -- did you have or do you have as
15 a unit manager input into whether someone can be
16 released on parole -- or excuse me. Input into
17 whether the institution will support a parole
18 application?

19 A Input, yes.

20 Q Is there anyone who has the final say?

21 A The superintendent makes the final. The
22 superintendent makes the final decision on the
23 institution's recommendation. And that's what it is,
24 a recommendation.

25 Q When an inmate is being released after

1 completing his sentence, what role do you play in that
2 process as a unit manager? Are there forms you have
3 to fill out, other steps you have to take?

4 A We have no role in that process.

5 Q Who handles that process of an inmate being
6 released?

7 A We're notified by the records department that
8 he's being released. We have no role in that.

9 Q So you're just given that information and you
10 don't have to sign off on anything?

11 A Correct.

12 Q And would the same answer -- would it be the
13 same for if he's being given prerelease or released to
14 parole in terms of his actual physical release,
15 someone's walking out the door tomorrow as a unit
16 manager?

17 A We have no role in that.

18 Q Does the counselor have a role in that, a
19 correctional counselor?

20 A No.

21 Q I'm going to show you what I'm marking as
22 Dunn 6.

23 (Whereupon, a document was produced and
24 marked as Dunn Exhibit No. 6 for identification.)

25 BY MS. TOBIN:

1 Q If you could let me know if you recognize
2 that document.

3 A Yes.

4 Q What is this?

5 A It says release worksheet on it.

6 Q And what's your understanding or do you have
7 an understanding of what this is used for?

8 A I'm not really sure why it's necessary. And
9 to be honest with you I really don't know what it's
10 used for. I know the inmate walks around to the
11 different departments and they sign it. It really has
12 no bearing on anything as far as the release of the
13 inmate.

14 In other words, whether this is completed or
15 not has no bearing on whether the inmate's actually
16 going to physically leave the institution.

17 Q What determines whether --

18 A That I'm aware of.

19 Q Do you know what determines whether he's
20 actually going to physically leave the institution?

21 A No.

22 Q There's a spot on this document in number 18
23 for the counselor.

24 A Yes.

25 Q When you were a correctional counselor, did

1 you have inmates come around to you with these forms?

2 A I believe this form was generated after I was
3 promoted to unit manager. So I don't recall.

4 Q Okay.

5 (Whereupon, a document was produced and
6 marked as Dunn Exhibit No. 7 for identification.)

7 BY MS. TOBIN:

8 Q I'm showing you Dunn 7. Are you familiar
9 with this document?

10 A No.

11 Q Do you know whether there is another format,
12 a computerized document that contains this same
13 information?

14 A No.

15 Q When you go on to the computer to look at an
16 inmate's record if you need to, is there a form that
17 you look at? What does the screen look like?

18 A I've never seen this.

19 MR. KEATING: That wasn't the question.

20 BY MS. TOBIN:

21 Q When you look up an inmate's sentence
22 information, if you need to, does it have the start
23 date, the sentence date, the same information that's
24 on here?

25 MR. KEATING: I'm going to object to that

1 question. He's not familiar with this document.

2 BY MS. TOBIN:

3 Q If you could take a moment to just see what
4 the information is on here.

5 A There may be some things that are similar but
6 not many. I'm not familiar with this form.

7 Q So when you pull up an inmate's record, this
8 doesn't come up?

9 A No.

10 MR. KEATING: Wait a minute. When you pull
11 up the record, where?

12 MS. TOBIN: On the computer.

13 MR. KEATING: On which computer?

14 MS. TOBIN: The DOCNet.

15 MR. KEATING: The DOCNet.

16 THE WITNESS: This does not come up on the
17 DOCNet that I'm aware of.

18 (Whereupon, a document was produced and
19 marked as Dunn Exhibit No. 8 for identification.)

20 BY MS. TOBIN:

21 Q Showing you Dunn 8. If you would take a look
22 at that. Are you familiar with this document?

23 A I'm familiar with this format of the
24 document, but not this particular document.

25 Q Okay. What is this type of document?

1 A It's just a document informing whoever it's
2 routed to that the individual will be leaving the
3 institution on that particular date.

4 Q And there's a CC at the bottom that includes
5 unit manager.

6 A Okay.

7 Q As a unit manager where would these go?
8 Where would you put this?

9 A The 14 file.

10 Q Would you do anything with the information
11 after you would get this, not this particular one but
12 one of these types of memos, would you take any steps
13 or do anything after getting it?

14 A Someone in the unit management team whether
15 the unit manager, counselor or clerk would inform the
16 officer on the housing unit.

17 Q Just tell them this guy's leaving tomorrow?

18 A Correct.

19 Q Anything else that you would do?

20 A No.

21 MR. KEATING: Only if, in fact, he was going
22 to leave tomorrow.

23 THE WITNESS: Scheduled to leave. I'm sorry.
24 I should reiterate that. Inform him that he is
25 scheduled to leave because it can be canceled at any

1 time.

2 BY MS. TOBIN:

3 Q If it were canceled, how would you be
4 notified of that?

5 A Same type of document.

6 Q Would that also come from the records
7 department?

8 A I'm not sure if this document can only come
9 from the records department or not.

10 Q Are you familiar with body receipts?

11 A I've heard of them, but I'm not sure I've
12 even ever saw one. But I've heard the term used.

13 Q As a unit manager do you have anything to do
14 with body receipts?

15 A No.

16 Q And what about as a correctional counselor?

17 A No.

18 Q You testified earlier that there's a current
19 lawsuit by an inmate named Gerald Funk and you're a
20 defendant. What is that lawsuit about? If you don't
21 know, you can say that.

22 A I'm just -- is that something that's relevant
23 to disclose that or not?

24 MR. KEATING: No. You go ahead and answer
25 the question.

1 THE WITNESS: I believe it has to do with^--

2 MR. KEATING: Is it Gerald Funk or Steve?

3 THE WITNESS: Gerald Funk it is, yes. It has
4 to do with his cell assignment and --

5 MR. KEATING: What's he claiming?

6 THE WITNESS: He's claiming that he was put
7 in with a cellmate that smokes and that he doesn't
8 smoke. However, all the units are nonsmoking. So
9 that's pretty much the gist of the lawsuit.

10 BY MS. TOBIN:

11 Q Are you as a unit manager involved in a cell
12 assignment procedure?

13 A Yes.

14 MS. TOBIN: I believe that's all my
15 questions. Thank you very much.

16 CROSS-EXAMINATION

17 BY MR. KEATING:

18 Q Mr. Dunn, how many inmates are there on a
19 unit approximately?

20 A Approximately 240 to 250 on a whole housing
21 unit.

22 Q 240 to 250?

23 A They're broken down. The unit's broken down
24 into halves.

25 Q Okay. So if I'm talking about one unit, you

1 are a unit manager, right?

2 A Correct.

3 Q For one unit?

4 A Yes.

5 Q How many people does that cover
6 approximately?

7 A Approximately 240.

8 Q And how many units are there at the
9 institution?

10 A Including the restrictive housing unit?

11 Q Correct.

12 A Okay. Ten.

13 Q There's about 2,300 inmates currently?

14 A Approximately, yes.

15 Q Are you on the unit every day?

16 A Yes.

17 Q What unit are you assigned to?

18 A Currently?

19 Q Yes.

20 A E housing unit.

21 Q And do the inmates have access to you every
22 day?

23 A Yes.

24 Q Do you walk up and down and talk to them?

25 A Yes.

1 Q Are they free to come up and talk to you?

2 A Yes.

3 Q And can they talk to you about anything they
4 want to talk about essentially? Can they come up and
5 ask you anything?

6 A Yes.

7 Q Now, if an inmate comes up to you and asks
8 you questions and he's not being disrespectful or
9 anything in any manner whether it's about his parole,
10 whether it's about his inmate account, his visitor
11 list, anything, do you ever just ignore him?

12 A No.

13 Q If an inmate comes up and talks to you and
14 has a problem about being out at yard say and has a
15 question about that and you discuss it with him, after
16 you're done discussing that with him, do you make a
17 note for your file and put that in your file about the
18 inmate in the inmate DC-14 about that?

19 A No. It's based on relevance.

20 Q Okay. So why don't you?

21 A Because as you kind of alluded to there's
22 2,000 inmates here and they --

23 Q You talk to them all the time?

24 A They all have the opportunity. Right.
25 Right. The time just doesn't permit to do that.

1 Q But you're open to speak with them about any
2 possible problem they may have whether it's the meals,
3 yard, their property account, commissary, laundry,
4 employment, cell status, anything of that nature at
5 all, correct?

6 A Correct.

7 Q So if an inmate does have a problem or a
8 concern with being held past their max, you don't just
9 ignore them, do you?

10 A No.

11 Q And absent them being belligerent or
12 disrespectful?

13 A Well, in that case he still wouldn't be
14 ignored. He would be given direction to follow, but
15 he wouldn't be ignored.

16 MR. KEATING: Okay. I have no other
17 questions.

18 MS. TOBIN: I don't either.

19 MR. KEATING: Okay. You're done.

20 (Whereupon, the deposition was concluded at
21 10:53 a.m.)
22
23
24
25

1 COUNTY OF UNION :

2 COMMONWEALTH OF PENNSYLVANIA:

3 I, Faith A. Culp, the undersigned Notary
4 Public, do hereby certify that personally appeared
5 before me, JOHN DUNN; the witness, being by me first
6 duly sworn to testify the truth, the whole truth and
7 nothing but the truth, in answer to the oral questions
8 propounded to him by the attorneys for the respective
9 parties, testified as set forth in the foregoing
10 deposition.

11 I further certify that before the taking of
12 said deposition, the above witness was duly sworn,
13 that the questions and answers were taken down
14 stenographically by the said Faith A. Culp, Court
15 Reporter, Winfield, Pennsylvania, approved and agreed
16 to, and afterwards reduced to typewriting under the
17 direction of the said Reporter.

18 In testimony whereof, I have hereunto
19 subscribed my hand this 29th day of June, 2012.

20 
21 Faith A. Culp
22 Reporter-Notary Public
23 My Commission Expires
24 August 23, 2014
25

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09 [3]
47:15;
52:24;
53:11

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1 [4] 1:18;
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6 [3] 3:20;
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7 [4] 3:21;
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8 [3] 3:22;
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41:25;
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25; 46:1,
5, 6, 9, 16,
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[2] 66:10;
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[2] 21:6;
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LY [1]
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[1] 6:4
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21:8
ACTIVE [1]
18:17

| Job Code | Pay Scale Group | Pay Scale Type | Bargaining Unit | Civil Service or Non-Civil Service | Executive Board Change | Last Change Effective |
|----------|-----------------|----------------|-----------------|------------------------------------|------------------------|-----------------------|
| 47470 | 05 | CM | H3 | C | 690-15 | 7/18/2011 |

Click on Job Code for current expanded information, on Pay Scale Type for current Pay Scale Type, Civil Service or Non-Civil Service to obtain the Evaluation Guide (if available), on Executive Board Change to obtain the Executive Board amendment listed and on Last Change Effective to obtain history.

07/18/2011

47470

CORRECTIONS UNIT MANAGER

DEFINITION: This is professional work in planning, coordinating and directing the security and treatment programs within a designated housing unit(s) in a Commonwealth correctional institution or facility.

An employee in this job is responsible for planning, directing and coordinating unit security and treatment programs. Work includes responsibility for supervising a multi-disciplinary unit management team for the purpose of ensuring continuity of security and treatment services on a 24 hour, seven (7) day a week basis. Work includes responsibility for developing and implementing a unit plan, which includes casework and counseling services, psychological services and unit security; coordinating the provision of educational services, activity programs, job placement, religious services, medical services and other centralized services with the respective institutional departments; and chairing unit meetings where issues concerning an inmate's programming, release and custody level are discussed and changes are recommended. An employee in this job is also responsible for arranging unit staff development and training through the institution training coordinator. Work is performed independently within the framework of departmental and institutional policies and procedures and is reviewed by a deputy superintendent through conferences and evaluations of unit operations.

EXAMPLES OF WORK: Plans, directs and coordinates unit security and treatment programs on a 24 hour, seven (7) day a week basis.

Develops a unit plan for the provision of casework and counseling services, psychological services and security.

Coordinates with appropriate custody staff to ensure that unit security practices and procedures are consistent with the institution's overall security policies.

Coordinates the provision of all centralized services with appropriate departmental personnel.

Chairs unit meetings to discuss and vote on individual inmate's program placement, release decisions and custody level changes.

Coordinates staff development and training with the institution's training coordinator.

Schedules non-corrections officer staff and works collaboratively with the zone or area lieutenant to ensure adequate corrections officer coverage is available on the unit.

Directs the maintenance of inmate and unit records in accordance with institutional and departmental standards.

Performs the full range of supervisory duties.

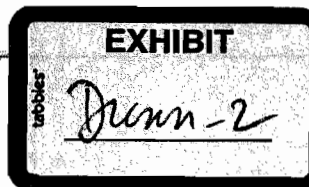
An employee in this job may participate in the performance of subordinates' work consistent with operational or organizational requirements.



DEF000209

| DC-46 (Rev. 7/05) | | | Commonwealth of Pennsylvania Department of Corrections | | | |
|---|--|---|---|--|---|--|
| VOTE SHEET | | | | | | |
| Facility COA | Date 6-29-06 | Number CX-8799 | Name JESSUP, KEVIN | | Custody Lev. & Code(s) 3 | |
| Min 1-26-01 | Detainer <input checked="" type="checkbox"/> Y <input type="checkbox"/> N | CWP/Esc Leave Offense Restriction <input checked="" type="checkbox"/> Y <input type="checkbox"/> N | Problematic <input checked="" type="checkbox"/> Y <input type="checkbox"/> N | DNA <input checked="" type="checkbox"/> Y <input type="checkbox"/> N | Explain Codes | |
| Max 2-16-08 PV | | | | Date Drawn: 6-2-03 | | |
| Purpose 1 RE-PAROLE REVIEW | | | Purpose 2 | | Purpose 3 | |
| | Y | N | Comments | | Y N Comments | |
| Counselor Edward Klock | <input checked="" type="checkbox"/> | <input type="checkbox"/> | to detainer, Federal | | <input type="checkbox"/> <input type="checkbox"/> | |
| Work Supervisor | <input type="checkbox"/> | <input type="checkbox"/> | | | <input type="checkbox"/> <input type="checkbox"/> | |
| Corrections Officer | <input type="checkbox"/> | <input type="checkbox"/> | | | <input type="checkbox"/> <input type="checkbox"/> | |
| Psychologist | <input type="checkbox"/> | <input type="checkbox"/> | | | <input type="checkbox"/> <input type="checkbox"/> | |
| Unit Manager Robert Smith | <input checked="" type="checkbox"/> | <input type="checkbox"/> | to detainer | | <input type="checkbox"/> <input type="checkbox"/> | |
| CCPM Linda Chismar | <input type="checkbox"/> | <input type="checkbox"/> | | | <input type="checkbox"/> <input type="checkbox"/> | |
| Major Joseph Mushinski | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Parole to Fed detainer | | <input type="checkbox"/> <input type="checkbox"/> | |
| Other Thomas Moser | <input type="checkbox"/> | <input checked="" type="checkbox"/> | POOR INSTITUTIONAL ADJUSTMENT | | <input type="checkbox"/> <input type="checkbox"/> | |
| Other | <input type="checkbox"/> | <input type="checkbox"/> | | | <input type="checkbox"/> <input type="checkbox"/> | |
| Other | <input type="checkbox"/> | <input type="checkbox"/> | | | <input type="checkbox"/> <input type="checkbox"/> | |
| Reception Date 10-22-01 | Escape History NONE KNOWN | | Date of Last Misconduct 6-20-06 | | LSI-R 21 | |
| | | | | | HIQ N/A | |
| | | | | | CSSM N/A | |
| | | | | | TCU 0 | |
| | | | | | TABE 10.2 | |
| Educational Requirements: MEETS REQUIREMENTS. | | | | | | |
| Staff Recommendations: Mr. Jessup, age 31, is a Technical Convicted Violator returned to serve 18 months backtime. His original sentence is 6-12 years for Robbery (General) and CA/Firearm in Public-Philadelphia. The Pennsylvania Board of Probation and Parole Decision dated 9-23-05 has him listed as a September 2006 review. They recommended that he maintain a clear conduct record and complete his institution's Correctional Plan. Since his last review on 6-21-05, he incurred 2 Class I misconducts with the last one occurring on 6-15-06 for Refusing to obey an order and Destroying, Altering, Tampering with (Reduced, 30 days LOSS OF PRIVILEGES). He currently earns average housing unit reports and is GLP. In program areas, Mr. Jessup completed Citizenship 11-3-05 and is enrolled in AC/R. He is on the waiting list for CADD class. His Correctional Plan indicated that he is on the waiting list for Drug and Alcohol Education but the evaluation indicates that he completed CT. on 8-20-03 and no further program recommendations. The Unit Team is not staffing Mr. Jessup for 2R or 1G due to his Federal detainer to serve 162 months. | | | | | | |
| Deputy-Centralized Services | | | Deputy-Facility Management | | | |
| Purpose 1 | | | Purpose 1 | | | |
| Purpose 2 | | | Purpose 2 | | | |
| Purpose 3 | | | Purpose 3 | | | |
| Comments | | | Comments | | | |
| Parole to detainer Fed | | | Parole to Fed det. | | | |
| Signature of Superintendent/Designee | | | Comments | | | |
| Purpose 1 | | | to detainer | | | |
| Purpose 2 | | | | | | |

7.2.1, Counseling Services Procedures Manual
Section 8 - Vote Sheet



Attachment 8-A

DEF000689

DC

| | | | |
|--|--|--|--|
| Form DC-135A | | Commonwealth of Pennsylvania Department of Corrections | |
| INMATE'S REQUEST TO STAFF MEMBER | | INSTRUCTIONS Complete items number 1-8. If you follow instructions in preparing your request, it can be responded to more promptly and intelligently. | |
| 1. To: (Name and Title of Officer) Mr. <u>VARANO</u> | | 2. Date: <u>4/22/09</u> | |
| 3. By: (Print Inmate Name and Number) <u>KEVIN JESSUP # 8799</u> <u>[Signature]</u> Inmate Signature | | 4. Counselor's Name <u>FOULDS</u> | |
| 6. Work Assignment <u>NONE</u> | | 5. Unit Manager's Name <u>DUNN</u> | |
| 7. Housing Assignment <u>P. 2 cell 26</u> | | | |
| 8. Subject: State your request completely but briefly. Give details. | | | |
| <p><u>MR. VARANO,</u></p> <p><u>I SERVED 12 YEARS IN THIS INSTITUTION</u></p> <p><u>FROM 1-26-95 TO 4-9-01 RETURNED FOR VIOLATIONS ON</u></p> <p><u>9-26-01 TO 7-18-07 I AM CURRENTLY SOMEHOW</u></p> <p><u>BACK LIKE FOR PAROLE VIOLATIONS BUT I WANTED</u></p> <p><u>THIS SENTENCE OUT I HAVE ALL MY STATUS SHEETS</u></p> <p><u>WECOM SHEETS AND DOCUMENTS ETC. I'VE BEEN BACK</u></p> <p><u>FOR A WEEK AND NONE OF THE STAFF OR PAROLE</u></p> <p><u>HAS BEEN HELPFUL CAN YOU PLEASE SCHEDULE</u></p> <p><u>ME AN APPOINTMENT FOR ME TO TALK TO YOU</u></p> <p><u>ABOUT THIS SITUATION. I'VE EXHAUSTED ALL REMEDIES</u></p> <p><u>TO TRY AND RESOLVE THIS MATTER</u></p> <p><u>THANK YOU IN ADVANCE.</u></p> | | | |
| 9. Response: (This Section for Staff Response Only) | | | |
| <p><u>THIS IS AN ISSUE WHICH CAN BE DIRECTED TO</u></p> <p><u>BOTH PAROLE AND THE INSTITUTION RECORDS OFFICE</u></p> <p><u>BOTH OF THE OFFICE SUPERVISORS SHOULD BE</u></p> <p><u>ABLE TO ASSIST YOU!</u></p> | | | |
| To DC-14 CAR only <input type="checkbox"/> | | To DC-14 CAR and DC-15 IRS <input type="checkbox"/> | |

Staff Member Name

D.A. Varano Supt

Print

Sign

Date

4-27-09

Revised July 2000

cc: file

EXHIBIT

Dunn-3

DEF000564

Kodeck-32

Varano-10

26

Form DC-135A

Commonwealth of Pennsylvania
Department of Corrections

INMATE'S REQUEST TO STAFF MEMBER

INSTRUCTIONS

Complete items number 1-8. If you follow instructions in preparing your request, it can be responded to more promptly and intelligently.

1. To: (Name and Title of Officer)

Records
MS. KODACK

2. Date:

5/18/09

3. By: (Print Inmate Name and Number)

Kevin Jessup cx-8799

4. Counselor's Name

Foulds

5. Unit Manager's Name

Dunn

6. Work Assignment

GLP

7. Housing Assignment

B2 26

8. Subject: State your request completely but briefly. Give details.

Can you please schedule me
talk to you or someone in Records
concerning my total time spent
incarcerated at this institution
I believe there is an error
in my sentence calculation.
THANKS
KEVIN JESSUP CX-8799

9. Response: (This Section is Staff Response Only)

IF YOU NEED ANSWERS FOR TIME FROM YOUR TCV YOU WILL NEED TO
TALK TO PAROLE. WE HAVE NOTHING TO DO WITH THERE
CALCULATIONS. AS FOR YOUR ORIGINAL SENTENCE IT WOULD'VE HAD
TO BE RIGHT BEFORE YOU WERE PAROLED.

To DC-14 CAR only ☐To DC-14 CAR and DC-15 IRS ☐

Staff Member Name

DHERBST

Print

Sign

Date

5-19-09

Kodack-45

EXHIBIT

tabbies

Dunn-4

DC-13A

CONFIDENTIAL

RECLASSIFICATION SUMMARY

COMMONWEALTH OF PENNSYLVANIA
Department of Corrections

| | | | | | | |
|----------------|--|-----------|-------------|---|-------------|---------|
| Unit Clerk | Check Topic <input type="checkbox"/> Parole Summary (minimum sentence interview) <input type="checkbox"/> Parole Summary (review interview) <input checked="" type="checkbox"/> Re-Parole Summary <input type="checkbox"/> Other | | | Prepared at: <u>SCI-COAL TOWNSHIP</u> Date: <u>7-24-06</u> | | |
| | | | | | | |
| Records Office | SID Number | DC Number | PBPP Number | Name PP | Age | |
| | 217-14-12-7 | CX-8799 | 496AS | Jessup, Kevin | 31 | |
| Assessment | LSI-R Score | TCU Score | HIQ Score | | CSS-M Score | |
| | 21 | 0 | Initial | Current | Initial | Current |
| | | | N/A | N/A | N/A | N/A |

B. Problem Areas:

- ☐ Assaultive ☐ Domestic Violence Protocol ☐ Sexual
☒ Vocational ☐ Educational ☐ Psychiatric/ Psychological
☒ Drugs and/or Alcohol ☐ Other Problems

C. Drug related crime (ACT 97): ☐ 97-1 ☐ 97-2 ☒ 97-3

D. DNA Data and Testing:

1. ☐ Inmate subject to DNA requirements. DNA Sample has been drawn on *. Please see attached DNA Sample Collection Tracking Sheet submitted with DC 13 A packet.
 2. ☒ Inmate is not subject to DNA requirements at this time.

E. Megan's Law Registration:

1. ☐ Inmate is subject to Megan's Law Registration requirements.
 2. ☒ Inmate does not meet Megan's Law Registration requirements.

F. Crime Victims Compensation: ☒ Yes ☐ No

DEF000972

G. PA 143 Victim Aware. Education:

1. Inmate Jessup is not subject to Act 143 Victim Awareness Education as mandated under Act 143 of 1998.

H. Sex Offender Treatment: Mr. Jessup requires no Sex Offender programming at this time.

I. Current Sentence: Mr. Jessup is serving a total sentence of 6 to 12 years for Robbery and Carrying a Firearm in Public-Philadelphia. He was sentenced on 1-25-1996 by Judge Albert Defino of Philadelphia County. He was found guilty on both offenses. His controlling minimum date is 1-25-01 and his parole violator maximum date is 2-16-08.

J. Detainers: Available records indicate that Mr. Jessup has one detainer dated 9-26-02 for USMS Eastern to serve a flat 162 months.

K. Supervision History: To be completed by Institution Parole staff.

L. Offender Version: On January 26, 1995 I was gambling with dice with three other people. I lost and got upset and robbed two of the people.

M. Last Board Action: Last board action dated 7-23-05 refused parole based on recommendation made by the Department of Corrections, his Institution behavior (including reported misconducts or CCC failures). He will be reviewed in or after September 2006. At his next interview the Board will review his file and consider whether he has received a favorable recommendation for parole from the Department of Corrections and whether he has received a clear conduct record and completed the Department of Corrections prescriptive programs.

N. Social History Update: The offender did not report any updates or changes.

O. Institutional Adjustment: Since his last review on 6-21-05, Mr. Jessup incurred two Class 1 misconducts with the last one occurring 6-15-06 for Refusing to Obey an Order and Destroying, Altering, Tampering with Property (30 days Loss of Privileges).

P. Counselor Evaluation:

Mr. Jessup's total score on the LSI-R fell into the low range for this tool, indicating a risk of re-offending that is below average.

Due to Mr. Jessup being incarcerated on 10-22-01, he was not tested on the CSSM or HIQ. There are no scores to report.

Mr. Jessup's score of 0 on the TCU indicates that he does not meet the criteria for substance dependence and would not benefit from intensive alcohol and other drug program placement.

Mr. Jessup, age 31, is a Technical Convicted Violator returned to serve 18 months backtime. His original sentence is 6-12 years for Robbery (General) and CA/Firearm in Public-Philadelphia. The Pennsylvania Board of Probation and Parole Decision dated 9-23-05 has him listed as a September 2006 review. They recommended that he maintain a clear conduct record and complete his institution's Correctional Plan. Since his last review on 6-21-05, he incurred 2 Class I misconducts with the last one occurring on 6-15-06 for Refusing to obey an order and Destroying, Altering, Tampering with (Reduced, 30 days LOSS OF PRIVILEGES). He currently earns average housing unit reports and is GLP. In program areas, Mr. Jessup completed Citizenship 11-3-05 and is enrolled in AC/R. He is on the waiting list for CADD class. His Correctional Plan indicated that he is on the waiting list for Drug and Alcohol Education but the evaluation indicates that he completed CT. on 8-20-03 and no further program recommendations. The Unit Team is not staffing Mr. Jessup for 2R or 1G due to his Federal detainer to serve 162 months.

- Q. Pre-Release Programming:** Mr. Jessup has had no pre-release programming due to his Federal detainer.
- R. Superintendent's Recommendation and Rationale:** The SCI-Coal Township staff has reviewed Mr. Jessup's case and finds it can recommend parole to his Federal detainer. This recommendation is based on Mr. Jessup's completion of programs.

Approved By:

7-25-06
Date

Edward E. Klock CCH
Edward Klock
Corrections Counselor II

Robert Smith
Robert Smith, Unit Manager

J/J Tc7
Joseph J. Piazza, Superintendent

EK/RS

DEF000974

| | | | | | |
|--|---------------------------------|-------------------|---|---------------------------|-----------------------------|
| DC-158 | | | PE | | |
| RELEASE WORKSHEET | | | COMMONWEALTH OF PENNSYLVANIA DEPARTMENT OF CORRECTIONS | | |
| Institutional Number CX8799 | Name Jessup, Kevin | | County Philadelphia | Race B | Date of Release 07/19/07 |
| Method of Release Release to US Marshals | Eff Date Sen. | Time Served Y-M-D | Remarks Leaving via US Marshals | | |
| RELEASE STATIONS | | | Date | Signature | |
| 1. Records Office ID (<i>yes</i>) | | | 07/18/07 | <i>Kristi S. Macaluso</i> | |
| 2. Release Photos | | | 07/18/07 | <i>Kristi S. Macaluso</i> | |
| 3. Property Office | | | 07/18/07 | <i>[Signature]</i> | |
| 4. Medical Office | | | 07/18/07 | <i>[Signature]</i> | |
| 5. Dental Office | | | 07/18/07 | <i>A. Wengemore RBH</i> | |
| 6. Work Supervisor | | | 07/18/07 | | |
| 7. Chaplain | | | 07/18/07 | <i>[Signature]</i> | |
| 8. Employment Office | | | 07/18/07 | <i>[Signature]</i> | |
| 9. Education Office | | | 07/18/07 | <i>[Signature]</i> | |
| 10. Library | | | 07/18/07 | <i>[Signature]</i> | |
| 11. Barber Shop | | | 07/18/07 | <i>[Signature]</i> | |
| 12. Drug & Alcohol | | | 07/18/07 | <i>[Signature]</i> | |
| 13. Parole Office (per callout) | | | 07/18/07 | <i>[Signature]</i> | |
| 14. Commissary | | | 07/18/07 | <i>[Signature]</i> | |
| 15. Laundry | | | 07/18/07 | <i>[Signature]</i> | |
| 16. Business Office (Intake 3 P.M.) | | | 07/18/07 | <i>[Signature]</i> | |
| 17. Block Officer | | | 07/18/07 | <i>[Signature]</i> | |
| 18. Counselor | | | 07/18/07 | | |
| 19. Control Desk | | | 07/19/07 | | |
| 20. | | | | | |
| Inmate is leaving by: <input type="checkbox"/> Train <input type="checkbox"/> Automobile <input type="checkbox"/> Plane <input type="checkbox"/> Other (Specify) | | | | | |
| Inmate is leaving with | | | Reason | | |
| Time leaving | Name(s) of Escorting Officer(s) | | Placed on | Location | Time |

* AREAS HIGHLIGHTED IN YELLOW INDICATES THAT THE INMATE MUST PERSONALLY GO TO THOSE STATIONS.

DNA _____ Megan's Law _____ Problematic _____

7.2.1, Counseling Services Procedures Manual, Section 2, Case Contacts

Attachment 2-C

DEF001055

EXHIBIT

Dum-6

tabbies

PA DEPT. OF CORRECTIONS
BUREAU OF DATA PROCESSING
REMOTE PRINT TIME 10:06

INMATE RECORDS SYSTEM
JACKET REPORT
SENTENCE INFORMATION

RUN: YR1
DATE: 02/
PAGE: 2.

=====

INMATE NUMBER: CX8799 NAME: JESSUP KEVIN

CONTINUED FROM INMATE NUMBER:

ADDITIONAL SENTENCE(S)/DETAINDER(S)

SENTENCE STATUS: DIAGNOSTIC/CLASSIFICATION
PAROLE STATUS: NOT APPLICABLE

STATUS DATE: 01/29/19
STATUS DATE: 01/29/19

MINIMUM OFFENSE: CC3701 ROBBERY (GENERAL)
MAXIMUM OFFENSE: CC3701 ROBBERY (GENERAL)

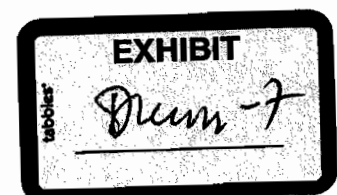
| | CONTROLLING MINIMUM | CONTROLLING MAXIMUM |
|---------------------------|----------------------|---------------------|
| CLASS OF SENTENCE: | INDETERMINATE | INDETERMINATE |
| SENTENCING COUNTY: | PHILADELPHIA | PHILADELPHIA |
| INDICTMENT NUMBER: | 0033 | 0033 |
| TERM OF COURT: | 0395 | 0395 |
| TYPE OF SENTENCE: | STATE | STATE |
| STATE (TRANSFER TO/FROM): | | |
| JUDGE: | DEFINO A | DEFINO A |
| OFFENSE TRACKING NUMBER: | M6413794 | M6413794 |
| GUILTY BUT MENTALLY ILL: | | |
| SENTENCE DATE: | 01/25/1996 | 01/25/1996 |
| SENTENCE START DATE: | 01/25/1996 | 01/25/1996 |
| COMMITMENT CREDIT: | 0 YRS 0 MOS 364 DAYS | 0 YRS 0 MOS 364 |
| EFFECTIVE DATE: | 01/26/1995 | 01/26/1995 |
| COURT SENTENCE: | 6 YRS 0 MOS 0 DAYS | 12 YRS 0 MOS 0 |
| FACTORED SENTENCE: | 6 YRS 0 MOS 0 DAYS | 12 YRS 0 MOS 0 |
| APPLY EARN TIME: | NO | NOT APPLICABLE |
| MAXIMUM EARN TIME: | 0 DAYS | NOT APPLICABLE |
| REVOKED EARN TIME: | 0 DAYS | NOT APPLICABLE |
| BAIL TIME: | 0 YRS 0 MOS 0 DAYS | 0 YRS 0 MOS 0 1 |
| ESCAPE TIME: | 0 YRS 0 MOS 0 DAYS | 0 YRS 0 MOS 0 1 |
| SENT. INTERRUPTION TIME: | 0 YRS 0 MOS 0 DAYS | 0 YRS 0 MOS 0 1 |
| EXPIRATION DATE: | 01/26/2001 | 01/26/2007 |
| PV RECOMPUTED MAX DATE: | | NOT AVAILABLE |

REMARKS:

COMPUTER CALCULATED:

SENTENCE CHANGE TYPE:
SENTENCE CHANGE BASIS:

CHANGE DATE:



DEF001154

PA DEPT. OF CORRECTIONS
BUREAU OF DATA PROCESSING
REMOTE PRINT TIME 10:06

INMATE RECORDS SYSTEM
JACKET REPORT
TIME PERIODS

RUN: YR1011
DATE: 02/12,
PAGE: 2.01.

=====

INMATE NUMBER: CX8799 NAME: JESSUP KEVIN

| TYPE OF TIME PERIOD | FROM | TO | YRS MOS DAYS | APPLY TO: MIN MAX | MISCONDUCT NUMBER |
|------------------------|------------|--------------------------------------|--------------|----------------------|----------------------|
| COMMIT. CREDIT | 01/26/1995 | 01/25/1996 OR *** END OF DATA *** | 364 | YES YES | |

DEF001155

COMMONWEALTH OF PENNSYLVANIA
Department of Corrections
State Correctional Institution
at Coal Township
(570) 644-7890
July 18, 2007

SUBJECT: Inmate transferring to US Marshals

TO: Central Control

FROM: Kristi Macaluso *KSM*
Records Specialist 1

The following inmate will be transferred to US Marshals to serve his federal sentence. He will return to SCI Coal Township upon completion of that sentence.

July 19, 2007:

| Inmate # | Inmate Name | Race |
|----------|---------------|-------|
| CX-8799 | Jessup, Kevin | Black |

This inmate will be removed from both Physical and Committed counts until his return to this institution.

KSM

cc: Superintendent
Security Services
Unit Manager (EA Block)
Maintenance
Inmate Reception
Medical
Mail Room
Inmate Accounts

Lobby
Counselor
Employment
Sally Port
Education
Commissary
Laundry
Kitchen
Correctional Industries



DEF001058